



## DELAWARE JUDICIARY

### SUPERIOR COURT OF DELAWARE

#### Non-Merit Position

(This position is exempt from the State of Delaware Merit System)

Posting # SC1213N12

#### SENIOR ACCOUNTANT

Reopened: 1/14/13

Closing Date: 1/27/13

Vacancy Exists

Salary: \$33,638-\$35,739 (Minimum-85% Midpoint) Pay Grade 11

Recruiting For: Superior Court of Delaware

Location: Kent County Courthouse, Dover (**Please check Kent County on your application**).

**Nature and Scope:** This level is responsible for complex analysis, development of financial reports and recommendations and other assignments requiring a comprehensive, broad knowledge of accounting theories, principles, practices and procedures.

**Minimum Qualifications:** Please address each item separately on the Minimum Qualifications page of the application. Resumes may not be substituted for the application. Failure to do so will result in disqualification. Applicants must meet each of the following qualifications. Failure in any one area will result in a rating of "not qualified."

1. Experience in accounting using Generally Accepted Accounting Principles (GAAP).
2. Experience in compiling, analyzing and interpreting financial data to ensure effective and efficient accounting of funds or to make projections for financial planning.
3. Experience creating financial reports which include combining and presenting financial data from multiple sources in an organized format.
4. Experience interpreting laws, rules, regulations, standards, policies, and procedures.
5. Experience using an automated information system to enter, update, modify, delete, retrieve/inquire and report on data.
6. Knowledge of staff supervision which includes planning, assigning, reviewing, and evaluating the work of others.

**Conditions of Employment:**

- A satisfactory criminal background check is required as a condition of employment.
- Direct deposit of paychecks is required as a condition of employment.

**Benefits:** To learn more about the comprehensive benefit package please visit the web-site at <http://courts.delaware.gov/Career/benefits.stm>.

**Submitting Your Application:** Visit the website at <http://courts.delaware.gov/career/index.stm> Click on “apply” next to the job posting and print, or complete and print, the Judicial Branch Non-Merit Employment Application in either WORD or PDF format. Applications should be submitted by any **ONE** of the formats listed below prior to the closing date stated on this announcement.

1. Send your application as an e-mail attachment with the words “Application Form” in the subject line to: [apps.superior@state.de.us](mailto:apps.superior@state.de.us) (preferred method)
2. Fax your application to: (302)255-2350, Attention: Human Resources
3. Mail your application to:  
Superior Court of Delaware  
New Castle County Courthouse  
500 N. King Street, Suite 2850  
Wilmington, DE 19801

**Attachments to Applications:**

- Please do not submit copies of evaluations, letters of reference, training certificates, or college transcripts unless requested.
- If supplemental information is requested by the posting, be sure to include it when you submit your application prior to the closing date.
- Applications or additional information will not be accepted after the closing date.
- Resumes will not be accepted unless accompanied by the application.

**Accommodations:**

- Accommodations are available for applicants with disabilities in all phases of the application and employment process. To request an auxiliary aid or service please call (302) 739-5458.
- TDD users should call the Delaware Relay Service Number 1-800-232-5460 for assistance.

**The Delaware Judiciary - An Equal Opportunity and Affirmative Action Employer**